

August 8, 2018

Matthew Sabia, Assessor
Town of Rhinebeck
80 East market St.
Rhinebeck, NY 12572

The following is a listing of current activities and the status of each for the Town of Rhinebeck Reassessment Project to date. New items are in **bold**.

I. Project Commencement

II.

June 13 th – Kickoff meeting. Attending: Matt Sabia, Salim Serdah, Elizabeth Spinzia, Jennifer Mund ,Stephen Hartnett, William McCann, Kathy Lucarini, and Steven Beccio.

Discussed:

- a) Project start date- July 26, 2018.**
- b) Town to provide one work station.**
- c) Prelist mailer design and language to be finalized.**
- d) Public information packet to be reviewed and finalized.
Town to load on web site.**
- e) Town to provide data collector photo ID badges.**
- f) Pre-data-collection public information meetings set for-
Tuesday July 10, 6PM and Saturday July 14, 10 AM.**
- g) Town to provide lap maps (hard copy & digital).**
- h) Tyler access to RPS.**
- i) Establish first Wednesday of every month for status meeting**
- j) Town to prep all field cards for data collection not in ARS.**
- k) Problem of identifying fire districts splits and where to record
in RPS.**
- l) Request Dutchess County provide GIS Sales map prior to
valuation analysis.**

Status of subjects discussed: a) through i) - completed.

III. Pre-List mailing- Residential Improved:

July 9, 2018: Town Maps 6069-06 and 6070-18 Rhinecliff. Total 156.

**July 25 & 26: Town Maps 6068-00, 6069-00, 6070-04, 6168-00, 6169-00,
6169-11. Total 762**

Next mailing: Town Maps 6268-00, 6269-00, 6270-00, 6270-02 and 6270-14

**All commercial/ exempt properties have been mailed notification.
Total 167**

IV. Residential Data Collection:

Three data collectors hired.

As of 8/3/2018: 478 properties visited.

**312 NOAH
156 Listed
10 Refusal**

Photos: 533

V. Public Relations:

Public information meetings :

July 10,2018 and July 14, 2018. Completed.

**Next meeting will be held prior to Property Description Report
Mailing.**

VI. Office set-up:

Two computers with access to RPS and Apex installed.

ACTION ITEMS:

TYLER: Hire clerical staff and commence data entry.

Begin commercial data collection.

TOWN OF RHINEBECK:

Respectfully Submitted,

Steve Beccio, Commercial Reviewer
Salim Serdah, Project Supervisor



cc: K Rake
E Spinzia
J Mund
W McCann
S Hartnett
J Wolham
C Lucarini

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TOWN OF RHINEBECK, NY
2020 REASSESSMENT PROJECT
TYLER STAFF

KEVIN RAKE – NORTHEAST REGIONAL MANAGER

SALIM SERDAH - PROJECT SUPERVISOR

STEVE BECCIO – COMMERCIAL REVIEWER

J LOCKWOOD – RESIDENTIAL DATA COLLECTOR

K WALKLEY – RESIDENTIAL DATA COLLECTOR

R CSUSO – RESIDENTIAL DATA COLLECTOR

RICH NICOLOSI – RESIDENTIAL DATA COLLECTOR

Project Plan
Town of Rhinebeck
2020 Reassessment

Activity	From	To	Progress	Comment
Project Timetable	6/4/2018	7/1/2020		
Public Information	7/18/2018	5/1/2020	33%	
Training Client	7/18/2018	7/1/2020	0%	
Data Collecting Training	7/2/2018	7/13/2018	75%	
Pre- Inspection letter	7/9/2018	12/14/2018	34%	
Data Collection Residential	7/16/2018	1/25/2019	21%	
Residential Appointment	7/23/2018	1/25/2019	0%	
Photograph/Image Gathering	7/16/2018	1/25/2019	15%	
Data Collection Commercial	7/23/2018	1/25/2019	0%	
Data Entry & Edits	10/1/2018	1/25/2019	0%	
Data Mailer Processing	3/4/2019	4/26/2019	0%	
Sales file Creation / Modification	7/1/2019	8/2/2019	0%	
Neighborhood Delineation	8/5/2019	8/12/2019	0%	
Land Values Residential RES	8/15/2019	9/6/2019	0%	
Land Values Commercial	8/15/2019	9/6/2019	0%	
Income & Expense Analysis	8/15/2019	9/6/2019	0%	
Market Analysis Res Improved	8/55/2019	9/6/2019	0%	
Valuation Analysis & Production	9/9/2019	9/13/2019	0%	
Final Review Residential	9/16/2019	11/15/2019	0%	
Final Review Commercial	9/16/2019	11/15/2019	0%	
Assessment Disclosure Processing	2/13/2020	2/14/2020	0%	
Informals/BAR Training	2/24/2020	3/27/2020	0%	
Project Deliverables		5/1/2020		
Project Completion (Tentative Roll)		7/1/2020		



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